

REQUEST FOR PROPOSALS

VENDING MACHINE CONCESSIONAIRE

The Seattle Housing Authority (SHA) is seeking proposals from qualified Vending Concessionaires to install and operate beverage and snack machines in specified residential and administrative SHA facilities. The selected Concessionaire will install, service and maintain vending machines in the SHA facilities listed in this RFP, and in other facilities as may subsequently be added by change order to the Contract resulting from this RFP. Proposers must propose on all SHA facilities listed in this RFP.

Pre-Submission Conference: Those interested in responding to the Request for Proposals (RFP) are strongly encouraged to attend a Pre-Submission Conference at 10:00 AM on Thursday, August 1, 2013. The Conference will be held at Seattle Housing Authority, 190 Queen Anne Avenue North, Seattle, Washington, 98109-1028.

Obtaining the RFP: Visit our website at <http://www.seattlehousing.org/business/consulting/requests> to obtain a copy of the RFP. Any addenda issued for this RFP will be published at the above-referenced website and proposers are responsible for checking the website prior to submission of proposals for any addenda. If you are unable to download the RFP or addenda, you may call Pam O'Sullivan, Sr. Contract Administrator, at (206) 615-3378.

Questions: Any questions or requests for further information must be submitted in writing no later than 2:00 PM on Monday, August 5, 2013 to the Sr. Contract Administrator noted above by fax at (206) 615-3410, by e-mail at posullivan@seattlehousing.org, or by mail at the address below.

Submission Deadline: Sealed proposals (one original and 4 copies), must be received not later than 2:00 PM on Wednesday, August 28, 2013 at SHA's street address below. Proposals sent by U.S. Mail should be addressed to the P.O. Box below and must be delivered to SHA by the deadline stated above. Faxed or e-mailed submittals will not be accepted.

Seattle Housing Authority
Purchasing Division
Attention: Pam O'Sullivan, Senior Contract Administrator
190 Queen Anne Avenue North
P.O. Box 19028
Seattle, Washington 98109-1028

Diversity: SHA strongly encourages minority-owned and women-owned businesses, socially and economically disadvantaged businesses, HUD Section 3 businesses, and small businesses to submit proposals or to participate in a subcontracting capacity on SHA contracts.

Rights Reserved: SHA reserves the right to waive as an informality any irregularities in submittals, and/or to reject any and all proposals.

LIZ ALZEER
Contracting and Procurement Manager